



**BROOKFIELD BOARD OF FINANCE  
REGULAR MEETING MINUTES  
WEDNESDAY, JUNE 10, 2015 7:00pm  
BROOKFIELD TOWN HALL, ROOM 133**

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**CALL TO ORDER:** Chairman P. Kurtz began the meeting at 7:00pm; beginning with the Pledge of Allegiance.

**Present for the Board:** Chairman P. Kurtz, Vice Chairman E. Nepomuceno, Secretary R. Gianazza, J. Rossi, Dr. R. Appleby, S. O'Reilly, Ex-Officio First Selectman B. Tinsley, and Town Controller W. Leverage

**Also Present:** Selectman Marty Flynn, Board of Education Attorney Patrick McHale, Acting Superintendent R. Iassogno, Director of Business and Finance, Gregg Miller, Incoming Director of Business and Finance Allan Cameron, Board of Education Vice Chairman Paul Checco, Secretary Susan Queenan, Members Tara Lerner and Victor Katz, Town Attorney Tom Beecher, Scott M. Richter CPA, CFE, CFF, Director, Litigation Consulting & Financial Investigation Services of McGladrey, LLP, NY, and Chris Fitzgerald of McGladrey LLP

**NEW BUSINESS**

Presentation of the Audit findings by Mr. Scott M Richter CPA, CFE, CFF, Director, Litigation Consulting & Financial Investigations Services of McGladrey LLP, NY on the Forensic Report. Questions for the Auditors from members of Boards of Finance, Education, and Selectman present were addressed.

After the presentation and questions concluded, the Board called for a 10 minutes recess from 8:30pm-8:40pm.

**APPROVAL OF MINUTES:** A motion was made by Secretary R. Gianazza, seconded by J. Rossi, to approve the May 13, 2015 Board of Finance Regular Meeting Minutes, May 20, 2015 Board of Finance Special Meeting Minutes and May 26, 2015 Board of Finance Special Meeting Minutes as written. Motion passed unanimously.

**COMMUNICATIONS AND CORRESPONDENCE:**

Secretary R. Gianazza reported that correspondence was received from the following:

- Jean Hartnett
- Scott McCarthy
- David & Erin Sweet

**REPORT OF THE FIRST SELECTMAN:** First Selectman B. Tinsley gave his update on the 4 Corners Project, Town Beach Project, and tennis and basketball courts reconstruction.

**REPORT OF THE FINANCE DIRECTOR:** Town Controller W. Leverage gave the Board an overview of the May 2015 Revenue & Expenditure Report as well as Brookfield Town Cash to Capital, Short Term Financing and Bonded Projects.

**OLD BUSINESS**

- Continuation of the tabled motion and discussion for an Unexpended Funds non Lapsing Contingency Account requested by the Board of Education. Gregg Miller from the school finance office was present to discuss resulting in the need for further clarification.

A motion was made by Vice Chairman E. Nepomuceno, seconded by S. O'Reilly, to table this agenda item. Motion passed unanimously.

**NEW BUSINESS Continued**

• **Reallocation of certain Cash to Capital Funds to be used for Brookfield Public Schools Projects:** A motion was made by Secretary R. Gianazza, seconded by Vice Chairman E. Nepomuceno; that the Board of Finance move to consider the reallocation of the 2014-2015 Cash-to-Capital Funds in the attached spreadsheet titled Brookfield Public School Cash-to Capital Budget Account #071539014 in budget year 2014-2015 as per Attached Account Schedule, "Proposed Reallocation Cash to Capital Funds dated 6-10-2015." Motion passed unanimously.

• **Creation of A GIS Reserve Fund:** A motion was made by Secretary R. Gianazza, seconded by J. Rossi; that the Board of Finance move to approve the redesignation of unexpended funds from the approved 2014-2015 fiscal year budget for maintenance of the GIS System, into a Reserve Fund to be used for future GIS System updates and maintenance. Motion passed 5-1.

Members Voting Yes:

Chairman P. Kurtz  
Secretary R. Gianazza  
J. Rossi  
S. O'Reilly

Member Voting No:

Vice Chairman E. Nepomuceno

• **Suspense List 2014-2015:** A motion was made by Secretary R. Gianazza, seconded by J. Rossi; that the Board of Finance move to approve the Suspense List – Fiscal Year 2014-2015 as submitted and attached in accordance with Section 12-165 of the Connecticut State Statutes. Motion passed unanimously.

**OTHER ITEMS TO COME BEFORE THE BOARD:** There were no other items to come before the Board.

**PUBLIC COMMENT:** There was no public comment at this meeting.

**ADJOURNMENT:** A motion was made by Secretary R. Gianazza, seconded by S. O'Reilly, to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 9:40pm.